

Small PHA Plan Update  
Annual Plan for Fiscal Year: **2002**

Bird City Housing Authority

Bird City, Kansas

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan  
Agency Identification**

**PHA Name:** Bird City Housing Authority

**PHA Number:** KS003

**PHA Fiscal Year Beginning: (mm/yyyy)** 04/2002

**PHA Plan Contact Information:**

Name: Pamela R. Johnson, Executive Director

Phone: (785) 734-2407

TDD: NA

Email (if available): bcha@kans.com

**Public Access to Information**

**Information regarding any activities outlined in this plan can be obtained by contacting:**  
(select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices

**Display Locations For PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ Main administrative office of the local, county or State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

**PHA Programs Administered:**

☐ Public Housing and Section 8      ☐ Section 8 Only      ☒ Public Housing Only

**Annual PHA Plan**  
**Fiscal Year 2002**  
[24 CFR Part 903.7]

**i. Table of Contents**

Provide a table of contents for the Plan, including attachments, and a list of supporting documents available for public inspection. For Attachments, indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

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<input checked="" type="checkbox"/> Other (List below, providing each attachment name)	
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## **ii. Executive Summary**

[24 CFR Part 903.7 9 (r)]

At PHA option, provide a brief overview of the information in the Annual Plan

**This Section is left blank since it is optional.**

### **1. Summary of Policy or Program Changes for the Upcoming Year**

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

**We have made numerous changes to our policies and/or programs based on changes in statutes and/or HUD regulations that have occurred in the past year. HUD mandated all of these.**

- **Updated our public housing Admissions and Continued Occupancy Policy**
- **Updated our public housing Dwelling Lease**
- **We have exercised the option provided by HUD to suspend implementation and enforcement of the Community Service Requirements effective February 1, 2002 through the end of our Fiscal Year 2002. All residents have been notified of the suspension of the requirements**

**In addition, we made the following discretionary changes.**

- **Revised the Pet Policy**

### **2. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. ☒ Yes ☐ No: Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? **\$32,868**

C. ☒ Yes ☐ No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

#### **(1) Capital Fund Program 5-Year Action Plan**

The Capital Fund Program 5-Year Action Plan is provided as Attachment C

## **(2) Capital Fund Program Annual Statement**

The Capital Fund Program Annual Statement is provided as Attachment B

### **3. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

Applicability: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to next component ; if “yes”, complete one activity description for each development.)

#### 2. Activity Description

<b>Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)</b>
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Relocation resources (select all that apply) <input type="checkbox"/> Section 8 for      units <input type="checkbox"/> Public housing for      units <input type="checkbox"/> Preference for admission to other public housing or section 8 <input type="checkbox"/> Other housing for      units (describe below)
8. Timeline for activity: a. Actual or projected start date of activity: b. Actual or projected start date of relocation activities: c. Projected end date of activity:

### **4. Voucher Homeownership Program -NA**

[24 CFR Part 903.7 9 (k)]

- A. ☐ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to next component; if “yes”, describe each program using the table below (copy and complete questions for each program identified.)

**B. Capacity of the PHA to Administer a Section 8 Homeownership Program - NA**

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- ☐ Establishing a minimum homeowner downpayment requirement of at least 3 percent and requiring that at least 1 percent of the downpayment comes from the family’s resources
- ☐ Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
- ☐ Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

**5. Safety and Crime Prevention: PHDEP Plan**

[24 CFR Part 903.7 (m)]

Exemptions Section 8 Only PHAs may skip to the next component PHAs eligible for PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- A. ☐ Yes ☒ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA’s estimated or actual (if known) PHDEP grant for the upcoming year? \$ \_\_\_\_\_

- C. ☐ Yes ☒ No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.

- D. ☐ Yes ☒ No: The PHDEP Plan is attached at Attachment \_\_\_\_\_

**6. Other Information**

[24 CFR Part 903.7 9 (r)]

**A. Resident Advisory Board (RAB) Recommendations and PHA Response**

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

Residents suggest setting up a neighborhood watch but they wanted additional information before agreeing to it. The Executive Director agreed to obtain additional information and advise the RAB.

Residents were in agreement with the Agency Plan and offered no additional comments.

2. If yes, the comments are Attached at Attachment (File name) See Above
3. In what manner did the PHA address those comments? (select all that apply)
- ☐ The PHA changed portions of the PHA Plan in response to comments  
A list of these changes is included  
☐ Yes ☐ No: below or  
☐ Yes ☐ No: at the end of the RAB Comments in Attachment \_\_\_\_.
- ☒ Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the at the end of the RAB Comments in Attachment **NA. See 6.A.1. above.**
- ☐ Other: (list below)

#### **B. Statement of Consistency with the Consolidated Plan**

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (State of Kansas, Cheyenne County)
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
- ☐ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☐ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☐ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with specific initiatives contained in the Consolidated Plan. (list such initiatives below)
- The Bird City Housing Authority will continue to maintain and renovate its public housing units.
  - The Bird City Housing Authority will continue to provide accessible housing in its public housing program to persons with disabilities.
  - The Bird City Housing Authority will continue to market its public housing program to make elderly families and individuals aware of the availability of decent, safe, sanitary and affordable housing in the City of Bird City.

☒ Other: (list below)

- The Bird City Housing Authority Admission and Continued Occupancy Policy (ACOP) requirements are established and designed to:
  - a. Provide improved living conditions for very low and low income families while maintaining their rent payments at an affordable level.
  - b. To operate a socially and financially sound agency that provides violence and drug-free housing with a suitable living environment for residents.
  - c. To deny admission of applicants, or the continued occupancy of residents, whose habits and practices adversely affect the health, safety, comfort or welfare of other residents or the physical environment of the neighborhood, or create a danger to our employees.
  - d. To facilitate the judicious management of our inventory and efficient management of our staff.
  - e. To ensure compliance with Title VI of the Civil Rights Act of 1964 and all other applicable Federal fair housing laws and regulations so that the admission and continued occupancy policies are conducted without regard to race, color, religion, creed, sex, national origin, handicap or familial status.

3. PHA Requests for support from the Consolidated Plan Agency

☐ Yes ☒ No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The State of Kansas Consolidated Plan endorses the continuing objectives of national housing policy in the National Affordable Housing Act of 1990, including: ensure that all residents have access to decent shelter; increase the supply of affordable housing; make neighborhoods safe and livable; expand opportunities for home ownership; provide a reliable supply of mortgage finance; and reduce generational poverty in assisted housing.

The Housing Development strategy includes focusing efforts towards providing housing opportunities to Kansans through the development of resources, partnerships and technical assistance. Among the principles of comprehensive development, the Consolidated Plan includes the creation of housing alternatives for the elderly and persons with disabilities which will provide a better quality of life for these residents and will establish the potential for cost savings for the State.

The Housing Development Plan contains the following priorities that relate to resident access to rental housing.



- Small, Related Households – Very Low and Low Income
- Large, Related Households – Very Low and Low Income
- Elderly Households – Very Low and Low Income
- All Other Households – Very Low and Low Income

Strategy objectives include replacement and rehabilitation of deteriorated rental housing stock; make rental housing affordable in higher cost markets. The Consolidated Plan acknowledges that some senior citizen housing has a high vacancy rate. Nevertheless, about 18,000 elderly households have housing problems. About 49% of elderly households pay more than 30% of their income on housing. Most elderly households are on fixed incomes. About 23,000 persons over age 65 are mobility impaired; about 31,000 persons over age 65 have self-care limitations. Attention must be given to elderly households with special needs.

In summary, the Kansas State Consolidated Plan strategies are consistent with and support the goals and objectives of the Bird City Housing Authority.

## **C. Criteria for Substantial Deviation and Significant Amendments**

### **1. Amendment and Deviation Definitions**

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

#### **A. Substantial Deviation from the 5-year Plan:**

A substantial deviation from the 5-year Plan occurs when the Board of Commissioners decides that it wants to change the mission statement, goals or objectives of the 5-year plan.

#### **B. Significant Amendment or Modification to the Annual Plan:**

Significant amendments or modifications to the Annual Plan are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the plans of the agency and which require formal approval of the Board of Commissioners.

**Attachment B**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name: Bird City Housing Authority</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: KS16P00350102 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> <b>2002</b>
<input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no:     )</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>	
		<b>Original</b>	<b>Revised</b>	<b>Obligated</b>	<b>Expended</b>
1	Total non-CFP Funds				
2	1406 Operations	10,288.00			
3	1408 Management Improvements				
4	1410 Administration	1,500.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	1,700.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	9,000.00			
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment— Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	10,380.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

PHA Name: <b>Bird City Housing Authority</b>	Grant Type and Number Capital Fund Program Grant No: KS16P00350102 Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2002</b>
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☒ Original Annual Statement
 ☐ Reserve for Disasters/ Emergencies
 ☐ Revised Annual Statement (revision no:     )
   
☐ Performance and Evaluation Report for Period Ending:     ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	32,868.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Bird City Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: KS16P00350102 Replacement Housing Factor Grant No:				Federal FY of Grant: <b>2002</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>HA Wide</b>	<b><u>Operations</u></b>	1406						
	Utilities / routine maintenance		20 units	3,288.00				
	Annual Financial Audit		Lump Sum	1,300.00				
	Caulk & repaint windows in units & office building; replace curtains; replace lights		20 units & office	3,000.00				
	KPERS Contributions		Lump Sum	2,700.00				
	<b>Subtotal 1406</b>			<b>10,288.00</b>				
<b>HA Wide</b>	<b><u>Administration</u></b>	1410						
	CFP Administration: wages & benefits		Lump Sum	1,500.00				
	<b>Subtotal 1410</b>			<b>1,500.00</b>				
<b>HA Wide</b>	<b><u>Fees and Costs</u></b>	1430						
	A & E Fees; planning costs		Lump Sum	1,700.00				

**Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: Bird City Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: KS16P00350102 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 2002</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<b>Subtotal 1430</b>			<b>1,700.00</b>				
<b>KS003-1</b>	<b><u>Site Improvement</u></b>	1450						
	Sidewalk Repairs		Lump Sum	7,000.00				
	Landscaping		Lump Sum	2,000.00				
	<b>Subtotal 1450</b>			<b>9,000.00</b>				
<b>HA Wide</b>	<b><u>NonDwelling Equipment</u></b>	1475						
	Mower Replacement; Maintenance Tools; Tires		Lump Sum	10,380.00				
	<b>Subtotal 1475</b>			<b>10,380.00</b>				
	<b>Grand Total</b>			<b>32,868.00</b>				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

[illegible]

## Attachment A

### Bird City Housing Authority

### Fiscal Year 2002 Agency Plan

#### Supporting Documents Available for Review

PHAs are to indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
NA	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers in Public Housing <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
NA	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
NA	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
NA	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
NA	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
NA	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs



<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
NA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
NA	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	Annual Plan: Capital Needs
NA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
NA	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
NA	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
NA	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
NA	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
NA	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
NA	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
NA	PHDEP-related documentation: <ul style="list-style-type: none"> <li>· Baseline law enforcement services for public housing developments assisted under the PHDEP plan;</li> <li>· Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15);</li> <li>· Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities;</li> <li>· Coordination with other law enforcement efforts;</li> <li>· Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and</li> <li>· All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan.</li> </ul>	Annual Plan: Safety and Crime Prevention
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy (incorporated by reference)	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) (list individually; use as many lines as necessary)  Pet Policy Implementation of Community Service Requirements Definition of Substantial Deviation Voluntary Conversion Documentation	(specify as needed)   Annual Plan/ACOP ACOP Annual Plan Annual Plan

**Attachment C**  
**Capital Fund Program Five-Year Action Plan**  
**Part I: Summary**

PHA Name : Bird City Housing Authority		<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>			
Development Number/Name/H A-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2003 PHA FY: 04/01/03	Work Statement for Year 3 FFY Grant: 2004 PHA FY: 04/01/04	Work Statement for Year 4 FFY Grant: 2005 PHA FY: 04/01/05	Work Statement for Year 5 FFY Grant: 2006 PHA FY: 04/01/06
	<b>Annual Stateme nt</b>				
<b>HA Wide</b>		12,986	10,486	10,486	16,068
<b>KS003-1</b>		19,882	22,382	22,382	16,800
CFP Funds Listed for 5-year planning		32,868	32,868	32,868	32,868
Replacement Housing Factor Funds					

**Capital Fund Program Five-Year Action Plan**  
**Part II: Supporting Pages—Work Activities**

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2003 PHA FY: 04/01/03			Activities for Year: <u>3</u> FFY Grant: 2004 PHA FY: 04/01/04		
	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
See	<b>HA Wide</b>	<b><u>Operations</u></b>		<b>HA Wide</b>	<b><u>Operations</u></b>	
Annual		Utilities; routine maint.	3,286		Utilities; routine maint.	3,286
Statement		KPERS Contributions	2,700		KPERS Contributions	2,700
		Annual Audit	1,300		Annual Audit	1,300
		<b>Subtotal 1406</b>	<b>7,286</b>		<b>Subtotal 1406</b>	<b>7,286</b>
	<b>HA Wide</b>	<b><u>Administration</u></b>		<b>HA Wide</b>	<b><u>Administration</u></b>	
		CFP Administration	1,500		CFP Administration	1,500
		<b>Subtotal 1410</b>	<b>1,500</b>		<b>Subtotal 1410</b>	<b>1,500</b>
	<b>HA Wide</b>	<b><u>Fees and Cost</u></b>		<b>HA Wide</b>	<b><u>Fees and Cost</u></b>	
		A&E Fees & Costs	4,200		A&E Fees & Costs	1,700
		<b>Subtotal 1430</b>	<b>4,200</b>		<b>Subtotal 1430</b>	<b>1,700</b>
	<b>KS003-1</b>	<b><u>Site Improvement</u></b>		<b>KS003-1</b>	<b><u>Site Improvement</u></b>	
		Landscaping	2,000		Landscaping	2,000
		<b>Subtotal 1450</b>	<b>2,000</b>		Concrete Work	5,500
					<b>Subtotal 1450</b>	<b>7,500</b>
	<b>KS003-1</b>	<b><u>Dwelling Structures</u></b>		<b>KS003-1</b>	<b><u>Dwelling Structures</u></b>	
		Unit conversion (504)	17,882		Install kitchen vent; bathroom medicine cabinets; replace water heaters	14,882
		<b>Subtotal 1460</b>	<b>17,882</b>		<b>Subtotal 1460</b>	<b>14,882</b>
<b>Total CFP Estimated Cost</b>			<b>\$32,868</b>			<b>\$32,868</b>

**Capital Fund Program Five-Year Action Plan**  
**Part II: Supporting Pages—Work Activities**

Activities for Year : <u>  4  </u> FFY Grant: 2005 PHA FY: 04/01/05			Activities for Year: <u>  5  </u> FFY Grant: 2006 PHA FY: 0401/06		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
HA Wide	<u>Operations</u>		HA Wide	<u>Operations</u>	
	Utilities; routine maint.	3,286		Utilities; routine maint.	3,286
	KPERS Contributions	2,700		KPERS Contributions	2,700
	Annual Audit	1,300		Annual Audit	1,300
	<b>Subtotal 1406</b>	<b>7,286</b>		<b>Subtotal 1406</b>	<b>7,286</b>
HA Wide	<u>Administration</u>		HA Wide	<u>Mgt Improvements</u>	
	CFP Administration	1,500		Replace Computer Equip.	5,582
	<b>Subtotal 1410</b>	<b>1,500</b>		<b>Subtotal 1408</b>	<b>5,582</b>
HA Wide	<u>Fees and Cost</u>		HA Wide	<u>Administration</u>	
	A&E Fees & Costs	1,700		CFP Administration	1,500
	<b>Subtotal 1430</b>	<b>1,700</b>		<b>Subtotal 1410</b>	<b>1,500</b>
KS003-1	<u>Site Improvement</u>		HA Wide	<u>Fees and Cost</u>	
	Landscaping	4,000		A&E Fees & Costs	1,700
	Concrete Work	5,000		<b>Subtotal 1430</b>	<b>1,700</b>
	Trash Fence	6,000			
	<b>Subtotal 1450</b>	<b>15,000</b>	KS003-1	<u>Site Improvement</u>	
				Landscaping	2,000
KS003-1	<u>Dwelling Structures</u>			<b>Subtotal 1450</b>	<b>2,000</b>
	Remodel Community Room Bath	7,382	KS003-1	<u>Nondwelling Equip</u>	14,800
				Replace Kitch. ranges	
	<b>Subtotal 1460</b>	<b>7,382</b>		<b>Subtotal 1465.1</b>	<b>14,800</b>
<b>Total CFP Estimated Cost</b>		<b>\$32,868</b>			<b>\$32,868</b>

## **Attachment D**

### **Bird City Housing Authority**

#### **Fiscal Year 2002 Agency Plan**

#### **Required Attachment: Resident Member on the PHA Governing Board**

1. ☒ Yes ☐ No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board:

Cheryl Weishapl

B. How was the resident board member selected: (select one)?

- ☐ Elected  
☒ Appointed

C. The term of appointment is (include the date term expires): one year term expiring 08/20/02 (this appointment filled the remaining term of a commissioner who resigned)

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not? NA

- ☐ the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis  
☐ the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.  
☐ Other (explain):

B. Date of next term expiration of a governing board member: NA

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position):

Mayor Dave Hickert

## **Attachment E**

### **Bird City Housing Authority**

### **Fiscal Year 2002 Agency Plan**

#### **Required Attachment: Membership of the Resident Advisory Board or Boards**

- i. List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

Residents attending Agency Plan Meeting:

Cheryl Weishapl

Marlene Coleman

Norma Butcher

Velta Johnson

Alouise Bourland

Viola Smith

## Attachment G

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name: Bird City Housing Authority</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: KS166P00350101 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> <b>2001</b>
<input type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no:     )</b>					
<input checked="" type="checkbox"/> <b>Performance and Evaluation Report for Period Ending: 09/30/01</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Lin e No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	3,286.00	3,286.00	3,286.00	3,286.00
3	1408 Management Improvements	10,000.00	11,000.00	11,000.00	115.00
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	10,000.00	11,500.00	11,500.00	8,336.00
10	1460 Dwelling Structures	4,582.00	5,582.00	4,143.00	4,143.00
11	1465.1 Dwelling Equipment— Nonexpendable				
12	1470 Nondwelling Structures	5,000.00	1,000.00	350.00	350.00
13	1475 Nondwelling Equipment		500.00	435.00	435.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				



**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

PHA Name: <b>Bird City Housing Authority</b>	Grant Type and Number Capital Fund Program Grant No: KS166P00350101 Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2001</b>
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☐ Original Annual Statement
 ☐ Reserve for Disasters/ Emergencies
 ☐ Revised Annual Statement (revision no: )  
☒ Performance and Evaluation Report for Period Ending: 09/30/01
 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	32,868.00	32,868.00	30,714.00	16,665.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Bird City Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: KS16P00350101 Replacement Housing Factor Grant No:				Federal FY of Grant: <b>2001</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>HA Wide</b>	<b><u>Operations</u></b>	1406						
	Utilities/Routine Maintenance		Lump Sum	3,286.00	3,286.00	3,286.00	3,286.00	Complete
	<b>Subtotal 1406</b>			<b>3,286.00</b>	<b>3,286.00</b>	<b>3,286.00</b>	<b>3,286.00</b>	
<b>HA Wide</b>	<b><u>Management Improvements</u></b>	1408						
	Replace Computer Hardware & software		Lump Sum	10,000.00	11,000.00	11,000.00	115.00	
	<b>Subtotal 1408</b>			<b>10,000.00</b>	<b>11,000.00</b>	<b>11,000.00</b>	<b>115.00</b>	
<b>KS003-1</b>	<b><u>Site Improvement</u></b>	1450						
	Replace sidewalks			10,000.00	9,000.00	9,000.00	6,000.00	
	Repair trash receptacles				2,500.00	2,500.00	2,336.00	Complete
	<b>Subtotal 1450</b>			<b>10,000.00</b>	<b>11,500.00</b>	<b>11,500.00</b>	<b>8,336.00</b>	
<b>KS003-1</b>	<b><u>Dwelling Structures</u></b>	1460						
	Replace shower, carpet & paint			4,582.00	5,582	4,143.00	4,143.00	Complete

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: Bird City Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: KS16P00350101 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 2001</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<b>Subtotal 1460</b>			<b>4,582.00</b>	<b>5,582</b>	<b>4,143.00</b>	<b>4,143.00</b>	
<b>HA Wide</b>	<b><u>Nondwelling Structures</u></b>	1470						
	New electronic eye/ security lights		Lump Sum	5,000.00	1,000.00	350.00	350.00	Complete
	<b>Subtotal 1470</b>			<b>5,000.00</b>	<b>1,000.00</b>	<b>350.00</b>	<b>350.00</b>	
<b>HA Wide</b>	<b><u>Nondwelling Equipment</u></b>	1475						
	Nondwelling Equipment		Lump Sum	-0-	500.00	435.00	435.00	Complete
	<b>Subtotal 1475</b>			<b>-0-</b>	<b>500.00</b>	<b>435.00</b>	<b>435.00</b>	
	<b>Grand Total</b>			<b>32,868.00</b>	<b>32,868.00</b>	<b>30,714.00</b>	<b>16,665.00</b>	

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

[illegible]

## Attachment F

### Bird City Housing Authority

### Fiscal Year 2002 Agency Plan

#### **Component 3, (6) Deconcentration and Income Mixing**

- a. ☐ Yes ☒ No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

The Bird City Housing Authority is exempt under the provisions of 24 CFR 903.2(b)(2)(i). The Housing Authority owns and operates one development with fewer than 100 public housing units (20 units).

- b. ☐ Yes ☐ No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

## **Attachment H**

### **Bird City Housing Authority**

### **Fiscal Year 2002 Agency Plan**

#### **Voluntary Conversion of Developments from Public Housing Stock; Required Initial Assessments**

In accordance with HUD Regulations published in the Federal Register on June 22, 2001, all public housing developments must be assessed unless they meet certain exemptions.

The Housing Authority owns and operates one public housing development. The development is designed for general occupancy.

As stated in Notice PIH 2001-26, beginning with Fiscal Year 2002, all PHAs must address the following questions:

- a. How many of the PHA's developments are subject to the Required Initial Assessments?**

One: KS003-1: LaBow Manor, a 20 unit general occupancy development designated for occupancy by families.

- b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)?**

None

- c. How many Assessments were conducted for the PHA's covered developments?**

One initial assessment was conducted. See below.

- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments.**

None.